



State University  
of New York

MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu>

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## Request for Information

1 message

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**MARJORIE PHILLIPS** <marjorie\_phillips@fitnyc.edu>  
To: Natacha Unelus <natacha\_unelus@fitnyc.edu>

Fri, Sep 8, 2017 at 4:50 PM

Natacha,

May I have a couple more examples of job descriptions on Schedule 93 when you have a moment please? I appreciate your help.

Thank you.

Marjorie

Marjorie Phillips  
School of Graduate Studies  
Fashion Institute of Technology  
Seventh Avenue at 27<sup>th</sup> Street  
New York City, NY 10001-5992  
(212) 217-4307  
marjorie\_phillips@fitnyc.edu



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## Re: Job Descriptions

1 message

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**MARJORIE PHILLIPS** <marjorie\_phillips@fitnyc.edu>  
To: Natacha Unelus <natacha\_unelus@fitnyc.edu>

Tue, Sep 5, 2017 at 10:51 AM

Good Morning,

The Dean and I had a meeting about a week ago and she presented two job descriptions from my file in Human Resources, one of which was created when Joanne Arbuckle was the acting SGS Dean as per the Dean. She said each of us had the same job description. It is neither of these.

Please let me know when you are available to meet this week.

Marjorie



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## Job Descriptions

1 message

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**Natacha Unelus** <natacha\_unelus@fitnyc.edu>  
To: MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu>

Thu, Aug 31, 2017 at 9:50 AM

Good morning Marjorie,

Here is what we have on file for you. Apologies if they're duplicates or redundant. We're in the process of organizing our files.

***With Appreciation,***

*Natacha Unelus*

Human Resources Generalist



Fashion Institute  
of Technology

333 Seventh Avenue - 16th Floor

New York, NY 10001

212-217-3662

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### 3 attachments



**Marjorie Phillips jd (2).doc**  
43K



**marjorie phillips reevaluation supporting document.doc**  
35K



**Executive Education program\_Office Associate\_Phillips\_M\_2006.pdf**  
881K



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MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu>

## Re: Job Descriptions

1 message

MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu>

Tue, Aug 22, 2017 at 4:46 PM

To: Natacha Unelus <natacha\_unelus@fitnyc.edu>

Thank you Natacha!

Marjorie

On Tue, Aug 22, 2017 at 4:37 PM, Natacha Unelus <natacha\_unelus@fitnyc.edu> wrote:

Good afternoon Marjorie,

Attached, please find some descriptions for Department Coordinator (Schedule 92) and Department Industry Project Coordinator (Schedule 93).

***With Appreciation,***

*Natacha Unelus*

Human Resources Generalist



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Please note: FIT will be closed on Fridays during the summer months (late May through mid-August)



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## Re: Appointment

1 message

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MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu>  
To: Natacha Unelus <natacha\_unelus@fitnyc.edu>

Tue, Aug 15, 2017 at 3:56 PM

Fine, thank you!

On Tue, Aug 15, 2017 at 3:50 PM, Natacha Unelus <natacha\_unelus@fitnyc.edu> wrote:  
Sure, how does 1pm look for you?

***With Appreciation,***

*Natacha Unelus*

Human Resources Generalist



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333 Seventh Avenue - 16th Floor

New York, NY 10001

212-217-3662

On Tue, Aug 15, 2017 at 3:46 PM, MARJORIE PHILLIPS <marjorie\_phillips@fitnyc.edu> wrote:  
Natacha,

Are you available to speak with me tomorrow after 12:00 for a few questions in person?

Thanks.

**Marjorie**

Marjorie Phillips  
School of Graduate Studies  
Fashion Institute of Technology  
Seventh Avenue at 27<sup>th</sup> Street  
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Marjorie

PLAINTIFF PHILLIPS 000164